

## **OTHER INSURANCE PRODUCTS**

### **NOTIFICATION OF LOSS**

1. Please notify us immediately (via email/phone) when there is a loss or damage that may lead to an insurance claim.
2. Notify police or local authority if there are signs of theft or acts of vandalism.
3. Implement reasonable measures and actions necessary to minimize and limit further losses to the insured property.
4. Preserve the damaged assets for assessment and collect evidence as the basis for compensation.
5. Take photos and collect evidence to prove the losses. Assist the appointed surveyor by MSIG Vietnam in during course of assessment and investigation process.
6. Do not admit liability or offer payment to third party without prior consent from MSIG Vietnam. Create an official record/minutes of the current situation and preserve the right to claim from the third party causing the loss, if applicable.

### **CLAIM DOCUMENTS:**

Please contact our Claim Department directly for guidance on the claim documents for different insurance products.

### **CONTACT:**

Head office in Hanoi city:

MSIG INSURANCE VIETNAM CO., LTD

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Office in Ho Chi Minh city:

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